



COUNTY OF LOS ANGELES
Internal Services Department
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DAVE LAMBERTSON
Interim Director

TO ENRICH LIVES THROUGH EFFECTIVE AND CARING SERVICE

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April 24, 2003

The Honorable Board of Supervisors
County of Los Angeles
383 Kenneth Hahn Hall of Administration
500 West Temple Street
Los Angeles, CA 90012

Dear Supervisors:

**PUBLIC HEALTH LABORATORY RELOCATION
ESTABLISH CAPITAL PROJECT
APPROVE APPROPRIATION ADJUSTMENT
AWARD AGREEMENT
3 VOTES**

**JOINT RECOMMENDATION WITH THE CHIEF ADMINISTRATIVE OFFICER AND
THE DIRECTOR OF HEALTH SERVICES THAT YOUR BOARD:**

1. Establish Capital Project 86602 for the Public Health Laboratory Relocation Project.
2. Find that the Public Health Laboratory Relocation Project at the Rancho Los Amigos Hospital - South Campus is categorically exempt from the provisions of the California Environmental Quality Act (CEQA).
3. Approve the attached appropriation adjustment in the amount of \$9,070,000 to reallocate existing appropriation and the associated revenue from Public Health Services (Attachment A).
4. Authorize the Interim Director of Internal Services Department (ISD) to award and execute the service contract with API Consultants to provide architectural and engineering services for a not to exceed fee of \$600,000, and deliver the project.

PURPOSE/JUSTIFICATION OF RECOMMENDED ACTION:

Currently the Los Angeles County Public Health Laboratory (PHL) facility is located at the Department of Health Services (DHS) headquarters building, 313 North Figueroa Street, Los Angeles, CA. The PHL is comprised of laboratory space and administrative offices for approximately 130 employees. It provides public health laboratory services for the County and is not open to the public.

The current location has insufficient space to meet projected needs. Approximately 40 years old, the facility cannot properly accommodate efficient mechanical systems nor does it optimize the use of existing space as would a facility renovated specifically to serve the needs of the PHL.

The proposed project consists of renovating 30,000 square feet of laboratory and office space at 7601 East Imperial Highway, Downey, CA. Vacant at present, the proposed facility is part of the Rancho Los Amigos South Campus. It is a single story building that will be structurally upgraded to withstand a major seismic event, eliminating the concern of having the Laboratory located above ten stories of office space as is the case at the Figueroa Street site. The ability to remain operational following earthquakes and other disasters is critical given that the PHL performs tests on water supplies and helps to control potential infectious disease risks during emergencies.

IMPLEMENTATION OF STRATEGIC PLAN GOALS:

The recommended Laboratory Relocation Project supports the County's Strategic Plan goal of Service Excellence by better equipping Public Health to serve County agencies and residents, and the goal of Fiscal Responsibility by utilizing Federal grant monies to fund the project.

FISCAL IMPACT/FINANCING:

The proposed project will be funded from a \$24.5 million grant from the Center for Disease Control and Prevention (CDC) for bio-terrorism defense. These funds were accepted by the Board on April 16, 2002. In July 2002, the CDC approved \$9 million from this grant for renovating space to accommodate an appropriately modernized laboratory facility.

There will be no change in the operating costs resulting from the relocation of the Laboratory, nor will the number of employees or basic laboratory operations be affected.

Project funding is included in Public Health's 2002-03 budget. An appropriation adjustment is necessary to reallocate existing appropriation and the associated revenue from Public Health Services to the Public Health Laboratory Relocation Project. There is no impact on operating subsidy.

FACTS AND PROVISIONS/LEGAL REQUIREMENTS:

ISD requests authority to award and execute a service contract with API Consultants to provide architectural and engineering services for this project. A standard agreement, in the form previously approved by County Counsel, will include Board-directed clauses that provide for contract termination, renegotiation, and hiring qualified displaced County employees. API Consultants is certified as Community Business Enterprises (CBE). A summary of the CBE Firm/Organization Information is provided in Attachment B.

As requested by the Board on August 12, 1997, and as a threshold requirement for consideration for contract award, API Consultants is willing to consider Greater Avenues for Independence Program (GAIN) and General Relief Opportunity For Work (GROW) participants for future employment.

API Consultants is in full compliance with Los Angeles County Code Chapter 2.200 (Child Support Compliance Program), and Chapter 2.203 (Contractor Employee Jury Service Program).

CONTRACTING PROCESS:

On November 21, 2002, ISD issued a Request for Statement of Qualifications (RFSQ) for Architectural and Engineering (A/E) design services to eleven A/E firms as recommended by the Architectural Evaluation Board (AEB). By January 27, 2003, Statements of Qualifications (SOQ) had been received from three of these firms. Upon review by an Evaluation Committee including representatives from the AEB, Department of Public Works (DPW), DHS, Chief Administrative Office (CAO) and ISD, API Consultants was recommended as the best qualified to provide the required A/E services for this project.

The Local Small Business Preference program does not apply to solicitations for A/E services because a state statute prohibits the consideration of cost as a selection criterion. The evaluation of the SOQ's is based on the best value and service to the County and not necessarily on the lowest cost proposal. This solicitation was not posted on the County's Website since it is the County's policy to use qualified A/E firms

as approved by the AEB for design services. The A/E service agreement is temporary and the work performed by these firms is considered highly technical.

ISD is not able to complete the entire project using its in-house workforce and will augment with Job Order Contracts (JOC) to complete the required renovations. The JOC Agreements, Board-approved over the past several years, meet all Federal, State and County contracting requirements.

ENVIRONMENTAL DOCUMENTATION:

The proposed project has been reviewed and determined to be categorically exempt under CEQA, Section 15301 (a), and under Class 1 (d) of the County of Los Angeles Environmental Document and Guidelines adopted by your Board on November 17, 1987.

IMPACT ON CURRENT SERVICES:

The design and renovation phases of this project will have no impact on current County services. Relocation of the PHL will take place following completion of the renovation, and no significant interruption of laboratory services is anticipated.

There will be no negative impact to County employees.

CONCLUSION:

Your approval of the recommendations will provide the resources necessary for the Chief Administrative Office, Internal Services Department and Department of Health Services to complete, in a timely manner, a facility project that increases the effectiveness of County services.

The Honorable Board of Supervisors
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Please return one copy of this letter to the Chief Administrative Office (Capital Projects), Department of Health Services, and the Internal Services Department.

Respectfully submitted,

DAVE LAMBERTSON
Interim Director

DAVID E. JANSSEN
Chief Administrative Officer

DR. THOMAS L. GARTHWAITE
Director, Department of Health Services

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Attachments

c: Executive Officer, Board of Supervisors
 County Counsel

April 24, 2003

ATTACHMENT A

**PUBLIC HEALTH LABORATORY RELOCATION
ESTABLISH CAPITAL PROJECT
APPROVE APPROPRIATION ADJUSTMENT

APPROPRIATION ADJUSTMENT**

SOURCES:

Public Health Services
Revenue – Federal Other
A01-HS-23450-9001 \$9,070,000

USES

Various Capital
Projects/Refurbishments
Public Health Laboratory
Relocation Project
A01-CP-86602-6014 \$9,070,000

**FIRM/ORGANIZATION INFORMATION AS PROVIDED BY PROPOSER
DESIGN SERVICES FOR PUBLIC HEALTH LABORATORY RELOCATION**

This information was gathered for statistical purposes only. On final analysis and consideration of award, selections was made without regard to gender, race, creed or color.

FIRM INFORMATION		API Consultants
Cultural/Ethnic Composition		% of Ownership
OWNERS/PARTNERS	Black/African American	0%
	Hispanic/Latin American	0%
	Asian American	0%
	American Indian/Alaskan	0%
	All others	100%
	Women (included above)	75%
		Number
MANAGER	Black/African American	0
	Hispanic/Latin American	0
	Asian American	0
	American Indian/Alaskan	0
	All others	2
	Women (included above)	1
STAFF	Black/African American	0
	Hispanic/Latin American	0
	Asian American	0
	American Indian/Alaskan	0
	All others	6
	Women (included above)	3
TOTAL # OF EMPLOYEES		8
BUSINESS STRUCTURE		Corporation
Certified as Minority, Women, Disadvantaged or Disabled		Yes
Veteran Business Enterprise?		WBE
		No